Resources

Activity Guide

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US_EN
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Resource Scavenger Hunt

Materials

- RetailMe iPad

Scoring

0-13: Bronze

14-19: Silver

20-23: Gold

Your score:

_____

Instructions

Complete as many of the following tasks as you can in 20 minutes. Set a timer on an EasyPay or iPhone to keep track.

- ☐ Find the most recent *Visual Merchandising Newsletter* without using the Search function. (3 points)
- ☐ Find the Standards Guide for the Kids table. (1 point)
- ☐ In the RetailMe Store section, drop a pin in your store. (1 point)
- ☐ Delete the dropped pin. (3 points)
- ☐ In the "Visual Elements" folder, locate the document with instructions on how to remove an acrylic from a table. (2 points)
- ☐ Mark *Smart Sign Acrylic Assembly* as a favorite document. (2 points)
- ☐ Check the RetailMe Tasks section for any assigned visual tasks. (2 points)
- ☐ Find the "Fixture Basics" folder in Materials. (2 points)
- ☐ Name the topics of the first two messages in the Visual Merchandising stamp in Messages. (1 point each)
- ☐ Ask a Visual team member each of the following questions:
  - Which RetailMe section do you use most and why? (2 points)
  - How can the Visual team use RetailMe to engage customers and create promoters? (2 points)
  - Who is the Global Visual Merchandising Mentor in your market? (Confirm with your manager) (2 points)

Reflection

Was there anything you were unable to do in this challenge? Was it because you didn't know how to do the task or was it because of the time constraint?

If there were any tasks you didn't know how to do, whom could you ask for help?

Adding yourself to the Visual Team group

The Tasks tab of RetailMe informs the Visual team of what needs to be done. Tasks are assigned to different teams of the store. For you to be able to view tasks related to the Visual team, you have to be added to the Visual group in RetailMe.

Materials

- RetailMe iPad

Instructions

1. Ask a manager to log into RetailMe
2. Ask the manager to tap "People," locate your store, and tap "Groups"
3. Tap on the "Visual" group
4. If you are not already added to this group, ask the manager to add you
5. Ask the manager to tap on the "Tasks" tab
6. Look together for any Visual team related tasks
7. If there are any tasks, ask the manager to assign them to the Visual Group

Reflection

How do tasks get assigned to you?

Why do you think we have different groups that can be assigned tasks?

When will you use this tool?

Why is it important that all Visual team members check this tool daily?